

# **Green County Highway Committee Meeting Minutes**

## **Monday, February 10, 2020**

The Green County Highway Committee met at 10:00 a.m. on Monday, February 10, 2020 at the Green County Commissioner's office located at 2813 6<sup>th</sup> Street, Monroe, Wisconsin. Members present were: Chairman Ray Francois, Secretary Cal Wickline, Russ Torkelson and Jeff Williams. Others present were Commissioner Chris Narveson, Jami Thomm, Eric Wild, Brandon Hendrickson, James Wyss, John Schumacher, Tammy Mulcahy, Jake Mawe (Flint Hills Resources), Jeff Hagge (Metal Culverts), Greg Shelton (Rock Roads), Ken Schakelman (Henry G. Meigs). Absent was Vice Chairman Harvey Mandel.

Chairman Ray Francois called the meeting to order at 9:00 a.m.

The agenda was accepted as submitted.

A motion to approve the minutes from the January 13, 2020 meeting was made by Cal Wickline and seconded by Jeff Williams. The motion carried.

The Committee audited bills. A motion was made by Cal Wickline and seconded by Russ Torkelson to approve the bills for amount of \$395,747.42 for January. The motion carried.

Patrol Superintendent Brandon Hendrickson was introduced to the Highway Committee.

Office Manager Tammy Mulcahy provided an update on the new computer system.

General Superintendent Eric Wild provided a salt update advising that the Morton Dubuque location is out of salt for the season and we have an open order of 400 tons that can be picked up at the Milwaukee location.

Shop Foreman James Wyss provided an update of a quad axle out of commission due to the transmission needing repairs.

Proposed Mailbox Policy was handed out and reviewed. A motion was made by Jeff Williams to adopt the policy pending Corporate Counsel review and seconded by Cal Wickline. The motion carried.

Discussion was held on Entrance and Utility Permit Applications and Fee Structures. No action.

Discussion was held on the annual local government day program and a date of April 13, 2020 was set for the program.

Discussion was held on County Mutual Insurance hosting the annual safety day in Platteville on May 5<sup>th</sup>. A motion was made by Russ Torkelson and seconded by Cal Wickline to approve attendance of all Highway employees and bus rental. The motion carried.

Discussion was held and a motion to approve Highway Commissioner Chris Narveson to attend the WCHA Commissioner's Spring Training Conference in Eau Claire on March 17<sup>th</sup> and March 18<sup>th</sup> by Jeff Williams and seconded by Russ Torkelson. The motion carried.

Bids were opened and read aloud for non-LRIP hot mix asphalt. The bids will be reviewed and awarded at the Highway Committee meeting on April 16th.

Bids were opened and read aloud for possible LRIP and MLS hot mix asphalt. The bids will be reviewed and awarded at the Highway Committee meeting on April 16th.

Price quotes were read aloud for liquid asphalt. The bids will be reviewed and awarded at the Highway Committee meeting on April 16th.

Discussion was held on Oil Storage Tank and a motion was made by Russ Torkelson and seconded by Jeff Williams to price out. The motion carried.

Price quotes were read aloud for the spring culvert stock. The bids will be reviewed and awarded at the Highway Committee meeting on April 16th.

Discussion was held and a motion was made by Russ Torkelson and seconded by Jeff Williams to put a School Bus Stop Ahead sign on CTH T. The motion carried.

Highway Commissioner Chris Narveson provided information on the following items:

- a. Update on the status of the Office Manager pending approval of the Personnel & Labor Relations Board.
- b. Reviewed and discussed a hand-out of a Five-year Equipment Plan.
- c. Shop Lift inspection completed and discussed repairs needed.
- d. Reviewed and discussed a Truck Country price quote for a municipal lease. Informational only.
- e. Reviewed and discussed a 2019 Chipper price quote. Updated quotes needed for future bid.
- f. Reviewed and discussed a price quote to install an air system in the wash bay.

There was no exit interviews for review.

There was no guest visitor.

The next scheduled meeting date is March 9, 2020 at 10:00 a.m. in the Highway Commissioner's Office.

A motion to adjourn was made by Jeff Williams and seconded by Cal Wickline. The motion carried and the meeting adjourned.

Cal Wickline  
Secretary